

Age Concern (Cowplain) (OPW) Committee

Charity No. 251915

Trustees' Report and Unaudited Accounts

30 June 2021

Age Concern Cowplain

The Trustees present their report with the unaudited financial statements of the charity for the year ended 30 June 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 251915

Principal Office

Borrow Day Centre

London Road

Cowplain

Hampshire

PO8 8DB

Trustees

The following Trustees served during the year:

David Allport

Sylvia Harris

Frances Kilby

Sandy Sanger

Accountants

SHCA Limited

87 London Road

Cowplain

Waterlooville

PO8 8XB

OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document, to promote the welfare of the aged in any manor which now or hereafter may deemed by law to be charitable within the Cowplain Ward and immediate vicinity.

The main activities undertaken in relation to those purposes with principal objective of providing services and facilities for the well being or the elderly in our ctachment area; comprising a lunch club (three days), keep fit, genealogy, ceramic painting, befriending service for the vulnerable elderly living in the cowplain ward and its surrounds.

ACHIEVEMENTS AND PERFORMANCE

We continue with our principal object of providing services and facilities for the wellbeing of the elderly in the Cowplain area which has been extended to include Horndean and Clanfield areas through our befriending service. Referrals to this service come from a number of sources, such as Healthcare Professionals, Adult Services, Community Police, Relatives and Neighbours. With permission of the client our volunteers visit them and encourage then back into the community. We believe that early intervention can promote the wellbeing of isolated older people in the community and help to alleviate the pressure on the Healthcare Specialists. Our Lunch clubs are popular providing a cooked meal and we have various sports activities and computer lessons and genealogy and bingo all of which encourage social interaction.

FINANCIAL REVIEW

The trustees consider the financial performance by the charity during the year to have been satisfactory. The charity has generated reserves which are held for the purpose of furthering the objectives of the charity, for the benefit of those elderly persons within the area.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Model constitution adopted 26 June 1957 as amended 12 August 1980, 5 October 2000 & 20 October 2005
New trustees are recruited by the current committee from the community of Cowplain and surrounding areas.

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

Sandy Sanger
Trustee
04 October 2021

Independent Examiner's Report to the trustees of Age Concern (Cowplain) (OPW) Committee

I report to the trustees on my examination of the accounts of Age Concern (Cowplain) (OPW) Committee for the year ended 30 June 2021 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in, any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Stuart Hoare A.C.A.
ICAEW
SHCA Limited
87 London Road
Cowplain
Waterlooville

PO8 8XB
04 October 2021

Age Concern (Cowplain) (OPW) Committee
Statement of Financial Activities
for the year ended 30 June 2021

	Notes	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:				
Donations and legacies	3	36,183	36,183	32,600
Charitable activities	4	26,597	26,597	29,337
Other trading activities	5	6,477	6,477	10,071
Investments	6	299	299	355
Total		69,556	69,556	72,363
Expenditure on:				
Charitable activities	7	13,211	13,211	15,398
Other	8	39,880	39,880	47,395
Total		53,091	53,091	62,793
Net gains on investments		-	-	-
Net income	9	16,465	16,465	9,570
Transfers between funds		-	-	-
Net income before other gains/(losses)		16,465	16,465	9,570
Other gains and losses				
Net movement in funds		16,465	16,465	9,570
Reconciliation of funds:				
Total funds brought forward		372,853	372,853	363,283
Total funds carried forward		389,318	389,318	372,853

Age Concern (Cowplain) (OPW) Committee

Balance Sheet

at 30 June 2021

Charity No. 251915		2021 £	2020 £
Fixed assets			
Tangible assets	11	297,166	298,091
		<u>297,166</u>	<u>298,091</u>
Current assets			
Cash at bank and in hand		94,935	86,166
		<u>94,935</u>	<u>86,166</u>
Creditors: Amount falling due within one year	12	(2,783)	(11,404)
Net current assets		<u>92,152</u>	<u>74,762</u>
Total assets less current liabilities		<u>389,318</u>	<u>372,853</u>
Net assets excluding pension asset or liability		<u>389,318</u>	<u>372,853</u>
Total net assets		<u><u>389,318</u></u>	<u><u>372,853</u></u>
The funds of the charity			
Restricted funds	13		
Unrestricted funds	13		
General funds		389,318	372,853
		<u>389,318</u>	<u>372,853</u>
Reserves	13		
Total funds		<u><u>389,318</u></u>	<u><u>372,853</u></u>

Approved by the trustees on 04 October 2021

And signed on their behalf by:

Sandy Sanger

Trustee

04 October 2021

for the year ended 30 June 2021

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Fund accounting

Unrestricted funds These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds These are unrestricted funds earmarked by the trustees for particular purposes.

Revaluation funds These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

Restricted funds These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

Donations and legacies Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts.

Investment income This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Freehold property	0% No depreciation provided
Plant and Machinery	20% straight line

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2020 £	Total funds 2020 £
Income and endowments from:		
Donations and legacies	32,600	32,600
Charitable activities	29,337	29,337
Other trading activities	10,071	10,071
Investments	355	355
Total	<u>72,363</u>	<u>72,363</u>
Expenditure on:		
Charitable activities	15,398	15,398
Other	47,395	47,395
Total	<u>62,793</u>	<u>62,793</u>
Net income	<u>9,570</u>	<u>9,570</u>
Net income before other gains/(losses)	9,570	9,570
Other gains and losses:		
Net movement in funds	<u>9,570</u>	<u>9,570</u>
Reconciliation of funds:		
Total funds brought forward	363,283	363,283
Total funds carried forward	<u><u>372,853</u></u>	<u><u>372,853</u></u>

3 Income from donations and legacies

	Unrestricted	Total	Total
		2021	2020
	£	£	£
Donations	4,011	4,011	4,255
Grants	30,036	30,036	25,500
Membership fees	2,136	2,136	2,845
	<u>36,183</u>	<u>36,183</u>	<u>32,600</u>

4 Income from charitable activities

	Unrestricted	Total	Total
		2021	2020
	£	£	£
Lunch club takings	14,761	14,761	14,577
Lunch club contributions	591	591	1,216
Befriending	8,615	8,615	3,645
Various clubs and groups	2,630	2,630	9,899
	<u>26,597</u>	<u>26,597</u>	<u>29,337</u>

5 Income from other trading activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
Fundraising sales and events	2,751	2,751	390
Rental of building	3,726	3,726	9,681
	<u>6,477</u>	<u>6,477</u>	<u>10,071</u>

6 Income from investments

	Unrestricted	Total 2021	Total 2020
	£	£	£
Bank interest on savings	299	299	355
	<u>299</u>	<u>299</u>	<u>355</u>

7 Expenditure on charitable activities

Expenditure on charitable activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
Lunch club takings	614	614	891
Lunch club contributions	8,625	8,625	7,884
Befriending	3,972	3,972	6,623
<i>Governance costs</i>			
	<u>13,211</u>	<u>13,211</u>	<u>15,398</u>

8 Other expenditure

	Unrestricted	Total 2021	Total 2020
	£	£	£
Employee costs	25,302	25,302	29,013
Motor and travel costs	220	220	684
Premises costs	9,136	9,136	12,375
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	925	925	925
General administrative costs	3,315	3,315	3,618
Legal and professional costs	982	982	780
	<u>39,880</u>	<u>39,880</u>	<u>47,395</u>

9 Net income before transfers

	2021	2020
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	925	925

10 Staff costs

Salaries and wages	25,302	29,013
	<u>25,302</u>	<u>29,013</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2021	2020
	Number	Number
Administration	1	2
	<u>1</u>	<u>2</u>

11 Tangible fixed assets

	Land and buildings	Plant and Machinery	Total
	£	£	£
Cost or revaluation			
At 1 July 2020	295,804	31,956	327,760
At 30 June 2021	<u>295,804</u>	<u>31,956</u>	<u>327,760</u>
Depreciation and impairment			
At 1 July 2020	-	29,669	29,669
Depreciation charge for the year	-	925	925
At 30 June 2021	<u>-</u>	<u>30,594</u>	<u>30,594</u>
Net book values			
At 30 June 2021	<u>295,804</u>	<u>1,362</u>	<u>297,166</u>
At 30 June 2020	<u>295,804</u>	<u>2,287</u>	<u>298,091</u>

12 Creditors:

amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,103	2,119
Other creditors	-	8,615
Accruals and deferred income	680	670
	<u>2,783</u>	<u>11,404</u>

13 Movement in funds

	At 1 July 2020	Incoming resources (including other gains/losses) £	Resources expended £	At 30 June 2021 £
Restricted funds:				
Unrestricted funds:				
General funds	372,853	69,556	(53,091)	389,318
Revaluation Reserves:				
Total funds	<u>372,853</u>	<u>69,556</u>	<u>(53,091)</u>	<u>389,318</u>

14 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	297,166	297,166
Net current assets	92,152	92,152
	<u>389,318</u>	<u>389,318</u>

15 Reconciliation of net debt

	At 1 July 2020 £	Cash flows £	At 30 June 2021 £
Cash and cash equivalents	86,166	8,769	94,935
	<u>86,166</u>	<u>8,769</u>	<u>94,935</u>
Net debt	<u>86,166</u>	<u>8,769</u>	<u>94,935</u>

Age Concern (Cowplain) (OPW) Committee

Statement of Cash flows

for the year ended 30 June 2021

	2021 £	2020 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	16,465	9,570
Adjustments for:		
Depreciation of property, plant and equipment	925	925
Dividends, interest and rents from investments	(299)	(355)
Decrease in trade and other receivables	-	711
(Decrease)/Increase in trade and other payables	(8,621)	6,255
Net cash provided by operating activities	<u>8,470</u>	<u>17,106</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	299	355
Net cash from investing activities	<u>299</u>	<u>355</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents	8,769	17,461
Cash and cash equivalents at the beginning of the year	86,166	68,705
Cash and cash equivalents at the end of the year	<u>94,935</u>	<u>86,166</u>
Components of cash and cash equivalents		
Cash and bank balances	94,935	86,166
	<u>94,935</u>	<u>86,166</u>

Age Concern (Cowplain) (OPW) Committee
Detailed Statement of Financial Activities
for the year ended 30 June 2021

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:			
Donations and legacies			
Donations	4,011	4,011	4,255
Grants	30,036	30,036	25,500
Membership fees	2,136	2,136	2,845
	<u>36,183</u>	<u>36,183</u>	<u>32,600</u>
Charitable activities			
Lunch club takings	14,761	14,761	14,577
Lunch club contributions	591	591	1,216
Befriending	8,615	8,615	3,645
Various clubs and groups	2,630	2,630	9,899
	<u>26,597</u>	<u>26,597</u>	<u>29,337</u>
Other trading activities			
Fundraising sales and events	2,751	2,751	390
Rental of building	3,726	3,726	9,681
	<u>6,477</u>	<u>6,477</u>	<u>10,071</u>
Investments			
Bank interest on savings	299	299	355
	<u>299</u>	<u>299</u>	<u>355</u>
Total income and endowments	69,556	69,556	72,363
Expenditure on:			
Charitable activities			
Lunch club takings	614	614	891
Lunch club contributions	8,625	8,625	7,884
Befriending	3,972	3,972	6,623
	<u>13,211</u>	<u>13,211</u>	<u>15,398</u>
Total of expenditure on charitable activities	13,211	13,211	15,398
Employee costs			
Salaries/wages	25,302	25,302	29,013
	<u>25,302</u>	<u>25,302</u>	<u>29,013</u>
Motor and travel costs			
Travel and subsistence	220	220	684
	<u>220</u>	<u>220</u>	<u>684</u>
Premises costs			
Rates	1,419	1,419	2,538
Light, heat and power	2,953	2,953	4,251
Premises cleaning	1,416	1,416	1,180

Age Concern (Cowplain) (OPW) Committee
Detailed Statement of Financial Activities

Premises repairs and maintenance	3,348	3,348	4,406
	<u>9,136</u>	<u>9,136</u>	<u>12,375</u>
General administrative costs, including depreciation and amortisation			
Depreciation of Plant and Machinery	925	925	925
Equipment repairs and maintenance	294	294	-
General insurances	1,173	1,173	1,162
Advertising	-	-	993
Stationery and printing	176	176	195
Sundry expenses	730	730	602
Telephone, fax and broadband	942	942	666
	<u>4,240</u>	<u>4,240</u>	<u>4,543</u>
Legal and professional costs			
Audit/Independent examination fees	10	10	-
Accountancy and bookkeeping	972	972	780
	<u>982</u>	<u>982</u>	<u>780</u>
Total of expenditure of other costs	<u>39,880</u>	<u>39,880</u>	<u>47,395</u>
Total expenditure	53,091	53,091	62,793
Net gains on investments	-	-	-
	<u>16,465</u>	<u>16,465</u>	<u>9,570</u>
Net income			
Net income before other gains/(losses)	16,465	16,465	9,570
Other Gains	-	-	-
	<u>16,465</u>	<u>16,465</u>	<u>9,570</u>
Net movement in funds			
Reconciliation of funds:			
Total funds brought forward	372,853	372,853	363,283
Total funds carried forward	<u>389,318</u>	<u>389,318</u>	<u>372,853</u>